



BUCKINGHAM TOWN COUNCIL

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Town Clerk: Mr. P. Hodson

ENVIRONMENT
COMMITTEE

Wednesday, 23 February 2022

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 28th February 2022 at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Please note that the meeting will be preceded by a Public Session in accordance with Standing Orders 3.e and 3.f, which will last for a maximum of 15 minutes. Members of the public can attend the meeting in person. The Council is trialling the use of video conferencing to enable the public and guests to address Council meetings virtually. If you would like to address the meeting in this way, please email committeeclerk@buckingham-tc.gov.uk or call 01280 816426 for details.

The meeting can be watched live on the Town Council's YouTube channel here:
<https://www.youtube.com/channel/UC89BUTwVpjAOEIdSlfcZC9Q/>

AGENDA

1. Apologies for Absence

Members are asked to receive and accept apologies from members.

2. Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.

3. Minutes

To receive the minutes of the Environment Committee meeting held on Monday 6th December 2021. [Copy previously circulated](#)

4. Action Report

To receive the report and note the updated information.

[Appendix A](#)



Twinned with Mouvaux, France; Neurkirchen-Vluyn, Germany

Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't. All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk send you a copy of any minutes, reports or other information. To do this, send a request using the contact details set out above.

5. Budgets

- 5.1 To receive the latest budget figures
- 5.2 To receive and note the budget for 2022/23

Appendix B
Appendix C

Buildings

- 6. To review and agree Fees and Charges for the Lace Hill Sports and Community Centre for 2022/23 E/110/21

Cemeteries

- 7. **Thefts from Brackley Road Cemetery**
To receive and discuss a verbal report from the Estates Manager
- 8. **New Cemetery**
 - 8.1 To receive and discuss a verbal update from the Estates Manager
 - 8.2 To discuss and agree a report regarding drainage from the Town Clerk

E/111/21
Appendix D

Parks and Green Spaces

- 9. **70 trees for 70 years**
<https://www.buckinghamshire.gov.uk/news/70-trees-for-70-years/>
To discuss and agree any trees or woodlands to recommend for inclusion
- 10. **LitterLotto**
To receive and discuss a written report from the Estates Administrator E/112/21
- 11. **Anti-social behaviour in Chandos Park**
To receive and discuss a verbal report from the Estates Manager
- 12. **Tingewick Road Green Spaces Update**
To receive and discuss a verbal update from the Town Clerk
- 13. **Bourton Park Green Flag Award**
To receive and discuss a written report from the Town Clerk E/113/21
- 14. **Climate Action Plan**
To review updated actions and receive and discuss verbal feedback from the Climate Champions Meeting to be held on 15th February 2022 Appendix E

15. Buckingham Railway Walk Volunteers

To receive and discuss a written report from the Estates Administrator

E/114/21

16. Buckingham Community Wildlife Project

To note the minutes from the meeting held on the 6th December 2022.

Appendix F

17. News Releases

18. Chair's Announcements

19. Date of Next Meeting: Monday 25th April 2022

Committee Members

Cllr. R. Ahmed

Cllr. F. Davies

Cllr. Mrs. M. Gateley - Town Mayor

Cllr. J. Harvey

Cllr. S. Hetherington

Cllr. Mrs. L. O'Donoghue

Cllr. A. Osibogun

Cllr. A. Ralph

Cllr. A. Schaefer

Cllr. R. Stuchbury

Cllr. W. Whyte

Cllr. R. Willett

COMMITTEE IN PRIVATE SESSION

Exclusion of Public and Press

20. RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

Buildings

21. Maintenance work for Chandos Bowls Pavilion and Cemetery Lodge.

To receive and discuss a written report from the Estates Manager

E/115/21

Appendix A

Minute No.	Action	Action Required	Action Owner	Update	Deadline
92/15; 904/15;640/16; 309.4/17-463; 206/18; 126/19	Sports Pitch Provision	Historical correspondence and agreements to be reviewed by the Town Clerk.	Town Clerk	To be reviewed following the new SPD introduction	Ongoing
884/18	Compliments and Complaints Log	Members AGREED the report be brought back to Environment Committee in six months time in the same format.	Committee Clerk		Jun-22
314/20;1078/20	New Cemetery	Full Council Min 1160/20 Proposed by Cllr. Stuchbury, seconded by Cllr. O'Donoghue and unanimously AGREED that the Town Council proceed with the immediate purchase of the allotment and cemetery land outlined from money held with the Council's general reserve for a total cost of £87,000. The Council's solicitor has been instructed accordingly.	Town Clerk	Town Clerk to provide verbal update	Agenda
319/20	Lace Hill Doors	AGREED for a report regarding an additional external fire exit door is brought back to the next committee meeting.	Estates Manager	Estates Manager awaiting designs.	Apr-22
771/20	Tingewick Road Greenspaces	Members AGREED for the Town Council to take on the green spaces and play areas, provided that Barratts agree a suitable initial payment, and that the development of the green spaces are completed satisfactorily, in line with the agreed plans.	Town Clerk		On-going

Appendix A

897/20	Clarence Park Ramp	<p>To receive a report on the action taken by Taylor Wimpy to resolve the footpath's access issue. Our Communications Clerk has been chasing Taylor Wimpey on a regular basis and on the 25th May we received the following reply:</p> <p>The specialist consultant has finally been to the development (we struggled to get them to do a site visit due to Covid) and they are now drafting their proposal to resolve the access issues. Due to the nature of the issue and the area to be worked on they have not been able to confirm a timescale for their proposal</p>	Town Clerk	<p>Buckinghamshire council have now met with Taylor Wimpy and confirmed what adjustments to the original proposal they want. This has been fed back to the consultants who did the original design and once we have the amended design we will be able to instruct the contractors.</p>	Ongoing
123/21	'Buckingham Community Flood Response Plan'	<p>Proposed by Cllr. Whyte, seconded by Cllr. O'Donoghue and unanimously AGREED to note the draft Buckingham Community Flood Response Plan and recommend to establish a Working Group after the publication of Buckinghamshire Council's Section 19 report. The Working Group would include representatives from all local stakeholders and their remit would be to review the Section 19 report and reflect any changes within the draft Buckingham Community Flood Response Plan</p>	Town Clerk		On-going

Appendix A

1073/20	Holocaust Memorial Stone	<p>The Town Clerk said initial plans were to use one of the large blocks of sandstone from the Brackley Road cemetery and to add a plaque with the standard Holocaust memorial emblem and wording, as used in similar structures across the country. Members unanimously AGREED to progress with the plans to obtain a memorial stone and install this in a suitable location in Bourton Park.</p>	Estates Manager	<p>Installation of stone to be completed by early December and Stone Mason lined up to begin work as soon as the stone is in place - hopefully by mid December.</p>	Completed
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Appendix A

323/21	Ford	to RECOMMEND to form a working party to formulate recommendations for a future meeting of the Environment Working Group and to launch a public consultation in liaison with the Buckingham Society.	Town Clerk	Onsite meeting with EA and confirmation that they would not agree to having the Ford reinstated. Favoured options are desilting and sowing native wildflowers in the surrounding riverbank. EA are not opposed to the incorporation of an information board but did not feel a bench would be utilised as Ford Street is frequently full of parked cars. Prices are being sought for desilting the site, and Community Board bid being drafted.	Apr-22
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Appendix A

397/21	Community Centre Survey	Members AGREED to add the survey of the Buckingham Community Centre on the Action Report to report back for next time.	Town Clerk	Quotes are currently being sought and a written report to be provided to the February meeting	Agenda
398/21	Play Area Replacement	Play Areas Replacement – Members AGREED for the town Clerk to revisit agreements with the unitary Council regarding Section 106 funding the replacement of play area equipment	Town Clerk	Estates Administrator to carry forward in the New Year	Ongoing
399/21	Community Gardening Proposal	Members received a written report from the Town Clerk and AGREED the Community Gardening Scheme to be promoted on the Town Council's social media pages and website, with the addition of encouraging residents to create 'Bee Friendly' gardens drawing attention to the Bucks Buzzing recommendations.	Town Clerk	Awaiting update from Vale of Aylesbury Housing Trust and proposed to publicise in January 2022	Jan-22
398/21	Rights Of Way	Cllr. Whyte suggested routes to connect Moreton Road, Overn Crescent, Western Avenue and Market Hill,	Deputy Town Clerk	Work underway	Apr-22
545/21	BCWP	Members received a verbal updated from the Estates Administrator and Members AGREED for the Town Mayor to write a letter of thanks to the Coordinators of the Railway Walk Conservation Group who were retiring after many years of hard work.		A new volunteer coordinator is required.	Agenda

Appendix A

543	Castle Hill Information Board	It is recommended that Members agree to allow the proposed board to be installed on the Church Green, conditional on the exact location and final design being agreed by the Town Clerk in consultation with the Chair of the Environment Committee		Buckingham Society are progressing	Ongoing
536/21	Quick Litter Pick	AGREED to fund the installation of an additional Quick Litter Pick Station in Chandos Park from budget code 251/4601 (Chandos Park Repairs and Maintenance). Members were in agreement that if the scheme continued to be successful then it could be promoted to Buckinghamshire Council for consideration in the Heartlands Park.		Ongoing; may link to the litter lotto	May-22

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Buckingham Town Council

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Detailed Income & Expenditure by Budget Heading 23/02/2022

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>201 Environment</u>						
3995 NI Environment	13,680	15,766	2,086		2,086	86.8%
3996 Pensions ERS Environment	40,683	45,000	4,317		4,317	90.4%
4004 Salaries environment	166,211	197,000	30,789		30,789	84.4%
4068 Community Service	0	6,769	6,769	4,000	2,769	59.1%
4112 Environment Equipment	2,816	7,000	4,184	1,170	3,013	57.0%
4168 Defibrillators	405	500	95		95	81.0%
Environment :- Indirect Expenditure	223,796	272,035	48,239	5,170	43,069	84.2%
Net Expenditure	(223,796)	(272,035)	(48,239)			
<u>202 Roundabouts</u>						
1051 Roundabout no. 1	2,268	2,211	(57)			102.6%
1052 Roundabout no. 2	0	1,178	1,178			0.0%
1053 Roundabout no. 3	0	1,934	1,934			0.0%
1054 Roundabout no. 4	2,530	2,465	(65)			102.6%
1056 Roundabout no. 5	2,694	2,626	(68)			102.6%
1057 Roundabout no. 6	1,374	1,339	(35)			102.6%
Roundabouts :- Income	8,866	11,753	2,887			75.4%
4108 Roundabout	0	1,320	1,320		1,320	0.0%
Roundabouts :- Indirect Expenditure	0	1,320	1,320	0	1,320	0.0%
Net Income over Expenditure	8,866	10,433	1,567			
<u>203 Maintenance</u>						
4082 Allotments	2,030	2,030	0		0	100.0%
Maintenance :- Indirect Expenditure	2,030	2,030	0	0	0	100.0%
Net Expenditure	(2,030)	(2,030)	0			
<u>204 Devolved services expenses</u>						
1017 Devolved services income	20,381	20,353	(28)			100.1%
Devolved services expenses :- Income	20,381	20,353	(28)			100.1%
4124 Devolved services	3,730	8,500	4,770	280	4,490	47.2%
Devolved services expenses :- Indirect Expenditure	3,730	8,500	4,770	280	4,490	47.2%
Net Income over Expenditure	16,650	11,853	(4,797)			

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Detailed Income & Expenditure by Budget Heading 23/02/2022

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>205 Grounds maintenance</u>						
4033 Waste disposal	4,183	1,827	(2,356)	329	(2,684)	246.9%
4035 Machinery	2,921	2,000	(921)		(921)	146.0%
4036 Fuel (Mower)	721	1,035	314		314	69.7%
4037 Sundries	1,642	2,518	876		876	65.2%
4063 Vehicle hire and running costs	8,778	13,703	4,925	3,626	1,299	90.5%
Grounds maintenance :- Indirect Expenditure	18,245	21,083	2,838	3,955	(1,117)	105.3%
Net Expenditure						
	(18,245)	(21,083)	(2,838)			
<u>248 Depot</u>						
4013 Equipment purchase	0	2,000	2,000		2,000	0.0%
4055 Alarm	497	416	(81)		(81)	119.5%
4225 Rates	4,142	4,263	121		121	97.2%
4601 Repairs & maintenance fund	289	812	523		523	35.6%
4602 Electricity	823	1,400	577		577	58.8%
4603 Water	304	750	446		446	40.5%
Depot :- Indirect Expenditure	6,055	9,641	3,586	0	3,586	62.8%
Net Expenditure						
	(6,055)	(9,641)	(3,586)			
<u>249 C Meadow toilets & Shopmobilit</u>						
1085 Shopmobility income	0	102	102			0.0%
C Meadow toilets & Shopmobilit :- Income	0	102	102			0.0%
4602 Electricity	0	500	500		500	0.0%
4603 Water	0	500	500		500	0.0%
4608 Shopmobility	267	1,041	774	12	762	26.8%
4612 Contractor charge	9,579	10,883	1,304		1,304	88.0%
4709 MAINTENANCE	0	521	521		521	0.0%
C Meadow toilets & Shopmobilit :- Indirect Expenditure	9,846	13,445	3,599	12	3,587	73.3%
Net Income over Expenditure						
	(9,846)	(13,343)	(3,497)			
<u>250 Lace Hill</u>						
1026 Lace Hill Community Centre	33,111	44,376	11,265			74.6%
1027 Solar income	0	260	260			0.0%
Lace Hill :- Income	33,111	44,636	11,525			74.2%
4050 Lace Hill playing fields	2,999	3,500	501		501	85.7%
4118 Solar panels	0	350	350		350	0.0%

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Detailed Income & Expenditure by Budget Heading 23/02/2022

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4158 Lace Hill gas	2,325	4,060	1,735		1,735	57.3%
4159 Lace Hill electricity	3,080	1,989	(1,091)		(1,091)	154.9%
4160 Lace Hill water	180	750	570		570	23.9%
4161 Lace Hill repairs & Maintenanc	3,550	3,553	3		3	99.9%
4162 Lace Hill contractor charge	3,023	3,806	783		783	79.4%
4163 Lace Hill alarm	495	521	26		26	95.0%
4164 Lace Hill equipment	300	3,628	3,328	2,210	1,118	69.2%
4225 Rates	9,731	9,998	268		268	97.3%
Lace Hill :- Indirect Expenditure	25,683	32,155	6,472	2,210	4,262	86.7%
Net Income over Expenditure	7,428	12,481	5,053			
<u>251 Chandos Park</u>						
1030 Bowls income	572	572	0			100.0%
1035 TENNIS COURT RENT	651	651	0			100.0%
Chandos Park :- Income	1,223	1,223	0			100.0%
4601 Repairs & maintenance fund	888	3,201	2,314	89	2,225	30.5%
4602 Electricity	561	521	(40)		(40)	107.7%
4603 Water	952	1,300	348		348	73.2%
Chandos Park :- Indirect Expenditure	2,400	5,022	2,622	89	2,533	49.6%
Net Income over Expenditure	(1,177)	(3,799)	(2,622)			
<u>252 Bourton Park</u>						
4601 Repairs & maintenance fund	5,807	6,910	1,103	434	669	90.3%
Bourton Park :- Indirect Expenditure	5,807	6,910	1,103	434	669	90.3%
Net Expenditure	(5,807)	(6,910)	(1,103)			
<u>253 Cemeteries</u>						
1041 Burial fees	22,886	18,270	(4,616)			125.3%
Cemeteries :- Income	22,886	18,270	(4,616)			125.3%
4225 Rates	469	406	(63)		(63)	115.4%
4265 New cemetery maintenance	7,885	5,000	(2,885)		(2,885)	157.7%
4601 Repairs & maintenance fund	2,578	4,319	1,741	965	776	82.0%
4602 Electricity	148	457	309		309	32.3%
4617 Memorial testing	0	2,083	2,083		2,083	0.0%
4619 New cemetery repayments	0	36,680	36,680	20,683	15,997	56.4%
4620 Expenses for burial duties	3,320	5,000	1,680		1,680	66.4%
Cemeteries :- Indirect Expenditure	14,400	53,945	39,545	21,648	17,897	66.8%
Net Income over Expenditure	8,487	(35,675)	(44,162)			

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Detailed Income & Expenditure by Budget Heading 23/02/2022

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>254 Chandos Park toilets</u>						
4612 Contractor charge	9,579	10,373	794		794	92.3%
4709 MAINTENANCE	59	1,041	982	34	948	8.9%
Chandos Park toilets :- Indirect Expenditure	9,638	11,414	1,776	34	1,742	84.7%
Net Expenditure	(9,638)	(11,414)	(1,776)			
<u>255 Railway Walk & Castle Hill</u>						
4120 Friends of Groups	402	1,041	639		639	38.6%
4709 MAINTENANCE	0	1,000	1,000		1,000	0.0%
Railway Walk & Castle Hill :- Indirect Expenditure	402	2,041	1,639	0	1,639	19.7%
Net Expenditure	(402)	(2,041)	(1,639)			
<u>256 Storage Premises</u>						
4066 Grenville garage rent	549	677	128		128	81.0%
Storage Premises :- Indirect Expenditure	549	677	128	0	128	81.0%
Net Expenditure	(549)	(677)	(128)			
<u>258 Cemetery Lodge</u>						
1061 Cemetery Lodge rental income	8,242	10,966	2,724			75.2%
Cemetery Lodge :- Income	8,242	10,966	2,724			75.2%
4034 PWLB repayments inc. interest	4,702	4,072	(630)		(630)	115.5%
4609 Cemetery Lodge maintenance	200	3,000	2,800		2,800	6.7%
Cemetery Lodge :- Indirect Expenditure	4,902	7,072	2,170	0	2,170	69.3%
Net Income over Expenditure	3,340	3,894	554			
<u>260 CCTV</u>						
4100 CCTV maintenance	1,702	1,667	(35)		(35)	102.1%
CCTV :- Indirect Expenditure	1,702	1,667	(35)	0	(35)	102.1%
Net Expenditure	(1,702)	(1,667)	35			
<u>261 Community Centre</u>						
4085 Structural repairs	0	2,030	2,030		2,030	0.0%
4091 Chamber	4,619	1,015	(3,604)	20	(3,624)	457.1%
Community Centre :- Indirect Expenditure	4,619	3,045	(1,574)	20	(1,594)	152.4%
Net Expenditure	(4,619)	(3,045)	1,574			

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Detailed Income & Expenditure by Budget Heading 23/02/2022

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>262 Parks General</u>						
4101 Seats and bins	13	1,041	1,028		1,028	1.3%
4102 Dog bins	0	4,350	4,350		4,350	0.0%
4106 Play area maintenance	1,426	5,088	3,662		3,662	28.0%
4122 Tree works	4,580	13,203	8,623		8,623	34.7%
4270 Bridges	1,000	2,015	1,015		1,015	49.6%
4275 Play area replacement fund	0	1,015	1,015		1,015	0.0%
4276 Tree wardens	0	1,000	1,000		1,000	0.0%
Parks General :- Indirect Expenditure	7,020	27,712	20,692	0	20,692	25.3%
Net Expenditure	(7,020)	(27,712)	(20,692)			
Grand Totals:- Income	94,708	107,303	12,595			88.3%
Expenditure	340,824	479,714	138,890	33,853	105,037	78.1%
Net Income over Expenditure	(246,116)	(372,411)	(126,295)			
Movement to/(from) Gen Reserve	(246,116)					

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Detailed Income & Expenditure by Budget Heading 22/02/2022

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
901 Ear-marked reserves						
9001 Youth Council	0	1,000	1,000		1,000	0.0%
9002 Cemetery development	27,000	97,886	70,886		70,886	27.6%
9004 Solar panels at Lace Hill	22,047	28,076	6,029		6,029	78.5%
9006 Speedwatch	0	598	598		598	0.0%
9010 Flood relief fund	0	826	826		826	0.0%
9013 Youth projects	0	3,000	3,000		3,000	0.0%
9015 Charter fairs	0	4,136	4,136		4,136	0.0%
9025 Play area replacement	0	45,121	45,121		45,121	0.0%
9027 Green Buckingham	0	226	226		226	0.0%
9029 Circular Walk	0	5,399	5,399		5,399	0.0%
9030 Tourism leaflets	0	2,404	2,404		2,404	0.0%
9033 Economic Development Group	0	(2,685)	(2,685)		(2,685)	0.0%
9035 Parks Development	0	1,405	1,405		1,405	0.0%
9036 Election costs	5,594	5,594	0		0	100.0%
9040 Park run	0	89	89		89	0.0%
9045 Access for All	0	251	251		251	0.0%
9048 Buckingham Action Group	0	1,283	1,283		1,283	0.0%
9049 Neighbourhood Plan	0	20,000	20,000		20,000	0.0%
9050 Bridge Repairs	20,509	60,959	40,450	40,450	(0)	100.0%
9051 Office development / furniture	4,699	12,000	7,301	5,062	2,239	81.3%
9052 Depot equipment	0	15,000	15,000		15,000	0.0%
9053 AEDs	0	420	420		420	0.0%
9054 Lace Hill repairs & Maintenance	0	25,000	25,000		25,000	0.0%
9055 River rinse	0	250	250		250	0.0%
9057 Cemetery Lodge repairs	0	10,000	10,000		10,000	0.0%
9058 Bowls Club Pavillion repairs	0	8,000	8,000		8,000	0.0%
9059 Making good / boundary repairs	0	45,000	45,000		45,000	0.0%
9060 River Wardens	0	1,575	1,575	1,575	0	100.0%
9061 Covid bounce back events	7,961	8,680	719		719	91.7%
9062 Grants	0	280	280		280	0.0%
9063 Twinning	0	2,000	2,000		2,000	0.0%
9064 Holocaust memorial	1,000	1,000	0		0	100.0%
9065 Purchase cemetery & allotment	0	87,000	87,000		87,000	0.0%

Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
201 Environment						
3995 NI Environment	15,766	17,139	17,739	18,360	19,003	19,668
3996 Pensions ERS Environment	45,000	47,391	49,050	50,767	52,544	54,383
4004 Salaries environment	197,000	201,836	208,900	216,212	223,779	231,611
4068 Community Service	6,769	7,006	7,251	7,505	7,768	8,040
4112 Environment Equipment	7,000	8,000	8,280	8,570	8,870	9,180
4168 Defibrillators	500	518	536	555	574	594
Total Overhead Expenditure	272,035	281,890	291,756	301,969	312,538	323,476
Net Income over Expenditure	(272,035)	(281,890)	(291,756)	(301,969)	(312,538)	(323,476)
202 Roundabouts						
1051 Roundabout no. 1	2,211	2,288	2,368	2,451	2,537	2,626
1052 Roundabout no. 2	1,178	1,219	1,262	1,306	1,352	1,399
1053 Roundabout no. 3	1,934	2,002	2,072	2,145	2,220	2,298
1054 Roundabout no. 4	2,465	2,551	2,640	2,732	2,828	2,927
1056 Roundabout no. 5	2,626	2,718	2,813	2,911	3,013	3,118
1057 Roundabout no. 6	1,339	1,386	1,435	1,485	1,537	1,591
Total Income	11,753	12,164	12,590	13,030	13,487	13,959
4108 Roundabout	1,320	1,366	1,414	1,463	1,514	1,567
Total Overhead Expenditure	1,320	1,366	1,414	1,463	1,514	1,567
Net Income over Expenditure	10,433	10,798	11,176	11,567	11,973	12,392
203 Maintenance						
4082 Allotments	2,030	2,101	2,175	2,251	2,330	2,412
Total Overhead Expenditure	2,030	2,101	2,175	2,251	2,330	2,412
Net Income over Expenditure	(2,030)	(2,101)	(2,175)	(2,251)	(2,330)	(2,412)
204 Devolved services expenses						
1017 Devolved services income	20,353	20,964	21,698	22,457	23,243	24,057
Total Income	20,353	20,964	21,698	22,457	23,243	24,057
4124 Devolved services	8,500	7,500	7,763	8,035	8,316	8,607
Total Overhead Expenditure	8,500	7,500	7,763	8,035	8,316	8,607
Net Income over Expenditure	11,853	13,464	13,935	14,422	14,927	15,450
205 Grounds maintenance						
4033 Waste disposal	1,827	3,000	3,105	3,214	3,326	3,442
4035 Machinery	2,000	2,500	2,588	2,679	2,773	2,870
4036 Fuel (Mower)	1,035	1,200	1,242	1,285	1,330	1,377
4037 Sundries	2,518	2,606	2,697	2,791	2,889	2,990
4063 Vehicle hire and running costs	13,703	13,000	13,455	13,926	14,413	14,917
Total Overhead Expenditure	21,083	22,306	23,087	23,895	24,731	25,596
Net Income over Expenditure	(21,083)	(22,306)	(23,087)	(23,895)	(24,731)	(25,596)

12:05

Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
248 Depot						
4013 Equipment purchase	2,000	2,070	2,142	2,217	2,295	2,375
4055 Alarm	416	431	446	462	478	495
4225 Rates	4,263	4,412	4,566	4,726	4,891	5,062
4601 Repairs & maintenance fund	812	840	869	899	930	963
4602 Electricity	1,400	1,000	1,035	1,071	1,108	1,147
4603 Water	750	850	880	911	943	976
Total Overhead Expenditure	9,641	9,603	9,938	10,286	10,645	11,018
Net Income over Expenditure	(9,641)	(9,603)	(9,938)	(10,286)	(10,645)	(11,018)
249 C Meadow toilets & Shopmobilit						
1085 Shopmobility income	102	40	41	42	43	45
Total Income	102	40	41	42	43	45
4602 Electricity	500	518	536	555	574	594
4603 Water	500	518	536	555	574	594
4608 Shopmobility	1,041	1,077	1,115	1,154	1,194	1,236
4612 Contractor charge	10,883	9,600	9,936	10,284	10,644	11,017
4709 MAINTENANCE	521	539	558	578	598	619
Total Overhead Expenditure	13,445	12,252	12,681	13,126	13,584	14,060
Net Income over Expenditure	(13,343)	(12,212)	(12,640)	(13,084)	(13,541)	(14,015)
250 Lace Hill						
1026 Lace Hill Community Centre	44,376	45,929	47,537	49,201	50,923	52,705
1027 Solar income	260	2,000	2,070	2,142	2,217	2,295
Total Income	44,636	47,929	49,607	51,343	53,140	55,000
4050 Lace Hill playing fields	3,500	500	518	536	555	574
4118 Solar panels	350	362	375	388	402	416
4158 Lace Hill gas	4,060	4,202	4,349	4,501	4,659	4,822
4159 Lace Hill electricity	1,989	1,500	1,553	1,607	1,663	1,721
4160 Lace Hill water	750	300	311	322	333	345
4161 Lace Hill repairs & Maintenanc	3,553	3,677	3,806	3,939	4,077	4,220
4162 Lace Hill contractor charge	3,806	6,800	7,038	7,284	7,539	7,803
4163 Lace Hill alarm	521	0	0	0	0	0
4164 Lace Hill equipment	3,628	2,627	2,719	2,814	2,912	3,014
4225 Rates	9,998	10,072	10,425	10,790	11,168	11,559
Total Overhead Expenditure	32,155	30,040	31,094	32,181	33,308	34,474
Net Income over Expenditure	12,481	17,889	18,513	19,162	19,832	20,526
251 Chandos Park						
1030 Bowls income	572	592	613	634	656	679
1035 TENNIS COURT RENT	651	674	698	722	747	773
Total Income	1,223	1,266	1,311	1,356	1,403	1,452
4601 Repairs & maintenance fund	3,201	3,220	3,333	3,450	3,571	3,696
4602 Electricity	521	539	558	578	598	619

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Forward Budget Detail - By Centre

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4603	Water	1,300	1,346	1,393	1,442	1,492	1,544
4606	Bowls Club Maintenance	0	2,000	2,070	2,142	2,217	2,295
	Total Overhead Expenditure	5,022	7,105	7,354	7,612	7,878	8,154
	Net Income over Expenditure	(3,799)	(5,839)	(6,043)	(6,256)	(6,475)	(6,702)
252	Bourton Park						
4601	Repairs & maintenance fund	6,910	7,500	7,763	8,035	8,316	8,607
	Total Overhead Expenditure	6,910	7,500	7,763	8,035	8,316	8,607
	Net Income over Expenditure	(6,910)	(7,500)	(7,763)	(8,035)	(8,316)	(8,607)
253	Cemeteries						
1041	Burial fees	18,270	24,000	24,840	25,709	26,609	27,540
	Total Income	18,270	24,000	24,840	25,709	26,609	27,540
4225	Rates	406	500	518	536	555	574
4265	New cemetery maintenance	5,000	3,500	3,623	3,750	3,881	4,017
4601	Repairs & maintenance fund	4,319	3,233	3,346	3,463	3,584	3,709
4602	Electricity	457	250	259	268	277	287
4617	Memorial testing	2,083	2,156	2,231	2,309	2,390	2,474
4619	New cemetery repayments	36,680	37,964	39,293	40,668	42,091	43,564
4620	Expenses for burial duties	5,000	5,175	5,356	5,543	5,737	5,938
	Total Overhead Expenditure	53,945	52,778	54,626	56,537	58,515	60,563
	Net Income over Expenditure	(35,675)	(28,778)	(29,786)	(30,828)	(31,906)	(33,023)
254	Chandos Park toilets						
4612	Contractor charge	10,373	10,736	11,112	11,501	11,904	12,321
4709	MAINTENANCE	1,041	1,077	1,115	1,154	1,194	1,236
	Total Overhead Expenditure	11,414	11,813	12,227	12,655	13,098	13,557
	Net Income over Expenditure	(11,414)	(11,813)	(12,227)	(12,655)	(13,098)	(13,557)
255	Railway Walk & Castle Hill						
4120	Friends of Groups	1,041	1,077	1,115	1,154	1,194	1,236
4709	MAINTENANCE	1,000	1,035	1,071	1,108	1,147	1,187
	Total Overhead Expenditure	2,041	2,112	2,186	2,262	2,341	2,423
	Net Income over Expenditure	(2,041)	(2,112)	(2,186)	(2,262)	(2,341)	(2,423)
256	Storage Premises						
4066	Grenville garage rent	677	722	747	773	800	828
	Total Overhead Expenditure	677	722	747	773	800	828
	Net Income over Expenditure	(677)	(722)	(747)	(773)	(800)	(828)

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Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
258 Cemetery Lodge						
1061 Cemetery Lodge rental income	10,966	11,350	11,747	12,158	12,584	13,024
Total Income	10,966	11,350	11,747	12,158	12,584	13,024
4034 PWLB repayments inc. interest	4,072	4,072	4,215	4,363	4,516	4,674
4609 Cemetery Lodge maintenance	3,000	3,105	3,214	3,326	3,442	3,562
Total Overhead Expenditure	7,072	7,177	7,429	7,689	7,958	8,236
Net Income over Expenditure	3,894	4,173	4,318	4,469	4,626	4,788
260 CCTV						
4100 CCTV maintenance	1,667	3,400	3,519	3,642	3,769	3,901
Total Overhead Expenditure	1,667	3,400	3,519	3,642	3,769	3,901
Net Income over Expenditure	(1,667)	(3,400)	(3,519)	(3,642)	(3,769)	(3,901)
261 Community Centre						
4085 Structural repairs	2,030	7,000	7,245	7,499	7,761	8,033
4091 Chamber	1,015	1,051	1,088	1,126	1,165	1,206
Total Overhead Expenditure	3,045	8,051	8,333	8,625	8,926	9,239
Net Income over Expenditure	(3,045)	(8,051)	(8,333)	(8,625)	(8,926)	(9,239)
262 Parks General						
4101 Seats and bins	1,041	1,077	1,115	1,154	1,194	1,236
4102 Dog bins	4,350	4,502	4,660	4,823	4,992	5,167
4106 Play area maintenance	5,088	5,266	5,450	5,641	5,838	6,042
4122 Tree works	13,203	13,000	13,455	13,926	14,413	14,917
4270 Bridges	2,015	1,051	1,088	1,126	1,165	1,206
4275 Play area replacement fund	1,015	5,000	5,175	5,356	5,543	5,737
4276 Tree wardens	1,000	1,035	1,071	1,108	1,147	1,187
Total Overhead Expenditure	27,712	30,931	32,014	33,134	34,292	35,492
Net Income over Expenditure	(27,712)	(30,931)	(32,014)	(33,134)	(34,292)	(35,492)
Total Budget Income	107,303	117,713	121,834	126,095	130,509	135,077
Expenditure	479,714	498,647	516,106	534,170	552,859	572,210
Movement to/(from) Gen Reserve	(372,411)	(380,934)	(394,272)	(408,075)	(422,350)	(437,133)

**Buckingham Town Council
Environment Committee
Monday 28th February 2022**

Contact Officer: Sam Hoareau, LHSCC Coordinator

Hire Rates Increase for Lace Hill Sports & Community Centre

1. Recommendations

- 1.1. It is recommended that Members agree to increase the Lace Hill hire rates by 50p per hour (except for the adult weekend rate which will rise £1 or £3 per hour) from April 2022.
- 1.2. It is recommended to continue to offer '10 bookings for the price of 9' as a block-booking incentive.
- 1.3. It is recommended that Members agree to increase the sports pitches hire rates by 4.5%.
- 1.4. It is recommended that the hire rates be reviewed again in February 2023, for the following financial year.

2. Room Hire Rates and Information

- 2.1 The current set of room hire rates for Lace Hill were agreed by the Environment Committee on Monday 17th February 2020. The rates were not increased in 2021 due to the financial impact of covid and threat to hirers and their businesses. However, running costs of the centre are set to increase in the coming year and it is proposed that fees are reviewed annually to maximise income and recover costs.

2.2 Current room hire rates:

	Committee Room		Sports Hall	
	Weekday	Weekend	Weekday	Weekend
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£9.50	£12.50	£11.50	£15.50
Adult / Commercial	£12.50	£17	£15.50	£22

All badminton bookings are charged at £11.50 per hour

2.3 Proposed new room hire rates form April 2022:

	Committee Room		Sports Hall	
	Weekday	Weekend	Weekday	Weekend
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£10	£13	£12	£16
Adult / Commercial	£13	£18	£16	£25

All badminton bookings are charged at £12 per hour

2.4 It is proposed that most rates increase by a straight 50p per hour. This will keep the pricing structure simple with prices rounded to the nearest 50p or pound. Keeping the same increase for all hire rates means we won't end up with lots of different pence but it does mean a different percentage increase per hire rates.

2.5 Adult weekend rates are currently very low so a £1 for committee room hire and £3 for sports hall hire per hour increase is proposed. Due to the nature of these events they require greater officer attention and carry a higher risk of issues.

2.6 Badminton hires have always had a separate reduced rate. They are low impact hires and often fill small gaps when the hall is not in use. It is proposed that the badminton rate is simply increased by 50p per hour

3 Sports Pitch Hire Rates and Information

3.1 Current pitch hire rates:

	Casual Booking	Half Permit (15 games)		Full Permit (30 games)	
	Per 2 Hr Session	Pitch Only	Pitch, Dressing Rooms & Showers	Pitch Only	Pitch, Dressing Rooms & Showers
Adult (Base)	£92.34	£1,282.50	£1,539.00	£2,565.00	£3,078.00
Junior (20% Discount)	£73.87	£1,026.00	£1,231.20	£2,052.00	£2,462.40

3.2 It is proposed that rates for pitch and changing room facilities rise in line with RPI at 4.5%.

3.3 The contract between Buckingham Town Council and Buckingham United states that pitch hire should rise in line with RPI from this year.

3.4 Proposed 2022-23 pitch hire rates:

Rates	Casual Booking	Half Permit (15 games)		Full Permit (30 games)	
	Per 2 Hr Session	Pitch Only	Pitch, Dressing Rooms & Showers	Pitch Only	Pitch, Dressing Rooms & Showers
Adult (Base)	£96.49	£1340	£1608.25	£2,68.42	£3216.51
Junior (20% Discount)	£77.19	£1072.17	£1286.60	£2,144.34	£2573.20

Buckingham Town Council
Environment Committee
Monday 28th February 2022.

Contact Officer: Lee Phillips, Estates Manager

New Cemetery surface drainage site investigations

1. Recommendations

1.1. It is recommended that Members agree to proceed with the further site investigations to establish if the surface water drainage can be connected to the existing highways system at the cost described.

2. Background

2.1. The CDS Group were asked to provide an overview of the current surface water drainage options and the further work needed to explore these for the new cemetery site with the aim to establish an initial drainage strategy. The Surface Water Drainage Feasibility Report is included as Appendix C.

2.2. The report recommends two phases of work. The outcome of the proposed works would be clear evidence as to the nature of the discharge from the French drain, whether it discharges to ground via infiltration or outfalls into a sewer or surface water feature downstream. The survey would trace the French drain downstream, to determine if it has an outfall and, if it does, where it is located. The survey will also provide an assessment of the condition of the pipe, structurally and hydraulically, to also help determine the suitability of the drain to accept flows from the site.

2.3. Once the site investigations have been undertaken, the CDS Group will write a report to summarise the results and how the drainage strategy should be carried forwards. If soakaways are ruled out, then the report can then be submitted to Buckinghamshire Council to facilitate an agreement with them to connect to the highway drain. The report will include Greenfield runoff calculations to illustrate the current and developed discharges from site, to help justify to Buckinghamshire Highways that the new development will not increase the burden on the French drain. The report will also establish a maximum discharge rate from the site, that can possibly be reduced if Buckinghamshire Highways request it to be.

2.4. Two separate quotes have been provided, for two separate stages of works, both of which require undertaking to give the best opportunity of convincing Buckinghamshire Council that we can connect into their system.

2.5. While the proposed works are not cheap, they are essential to enabling the successful development of the site for the new cemetery. By providing clear

evidence that the drains will not place an additional burden on Buckinghamshire Council's French drain, the principal risk to the project will be overcome.

3. Costs

Phase 1

- 1 Days Jet-Vac unit & CCTV survey unit to investigate, clean & survey from manhole near roundabout to suspected soakaway/French drain approx 60m survey length - £1862.50 exc VAT.
- 1 Days Supervision by CDS engineer to manage works on site - £700.00 exc VAT.
- Production of Summary Report with recommendations - £350.00 exc VAT.
- Rate only for disposal of non-contaminated silt @ £125.00 per Tonne (calculated at end of project depending on volume of clearance required to CCTV the drains) Total Cost (excluding R/O items) - £2,912.50 exc VAT

Phase 2

- 6 Days Jet-Vac unit & CCTV survey unit to investigate, clean & survey highway drainage as highlighted in red on drawing to try to establish an off site connection of the drain -£11,175.00 exc VAT.
 - 3 No Half day visits by CDS engineer to manage works on site - £1050.00 exc VAT.
 - Traffic control to enable survey access. Temporary traffic lights with operative to assist. Rate is per 6 hour day. Estimated duration of works is 6 days. - £3375.00 exc VAT
 - TM permit fees from local authority to be passed on +13%. TBC on application
 - Production of Summary Report with recommendations - £700.00 exc VAT.
 - Rate only for disposal of non-contaminated silt @ £125.00 per Tonne (calculated at end of project depending on volume of clearance required to CCTV the drains)
- Total Cost (excluding TM fee and R/O items) - £16,300.00 exc VAT.

Total cost of both phases of the survey is: £19,212.50

4. Budget

4.1. The Council has agreed to appoint the CDS Group to provide consultancy and project management services for the new cemetery and allotments for the total cost of £167,460 (from budget 901/9002). Members were advised at the time of decision that, "The budget for this will initially come from the earmarked reserve budget 901/9002 and should cover the RIBA stages 1-2. The remaining budget will then be obtained from the Public Works Loan which will be required to fund the construction of the site. " (R/22/21). 244/21.

4.2. The current cost projection is that CDS's work to achieve RIBA stages 1, 2 and 3 will cost £106,300. This can be funded from the current available budgets, as show below.

4.3. The additional cost of £19,912.50 can also be funded from the current budgets, as shown below:

4.4. Current Budget

Cost Centre	Cost Code	Budget	
253	4619	New Cemetery Repayments (Forecast underspend 2021/22)	£15,997
253	4619	New Cemetery Repayments (Forecast underspend 2022/23)	£18,340
901	9002	Cemetery Development	£97,886
Total			£132,223

4.5.

Costs

Stage	Cost
RIBA Stage 1	£35,000
RIBA Stage 2	£38,700
RIBA Stage 3	£32,600
TOTAL	£106,300

4.6.

Additional Cost: Drainage Survey Works £19,212

4.7.

Revised Budget

Stage	Cost
RIBA Stage 1	£35,000
RIBA Stage 2	£38,700
RIBA Stage 3	£32,600
Drainage Survey Works	£19,212
TOTAL	£125,512

C
D
S

Surface Water Drainage Feasibility Report

Address: Land Off Tingewick Road, Buckingham MK18 4AA

Date: December 2021

The CDS Group, Building 51, Wrest Park, Silsoe, Bedfordshire, MK45 4HS

W: www.thecdsgroup.co.uk

T: 01525 864387



1 Introduction

The CDS Group have been asked to provide an overview of the current surface water drainage options and the further work needed to explore these for a proposed cemetery site at the address Land off Tingewick Road, Buckingham MK18 4AA.

2 Surface Water Drainage Options

As part of the planning phase of the development, the CDS group have undertaken an initial overview of the surface water drainage options, with the aim to establish an initial drainage strategy. The assessment of each option has been outlined below.

2.1 Shallow Soakaway

An intrusive site investigation, outlined in The CDS Site Investigation report, found that the soil on the site is predominantly gravelly clay and is therefore unlikely to be suitable for soakaways. However, BRE365 infiltration tests may show the soil has an acceptable infiltration rate for soakaways.

2.2 Deep Borehole Soakaway

Due to the expected unsuitability of the soil near the surface for infiltration, borehole soakaways may be utilised to discharge the water at a depth where the soil is suitable to do so. However, the site is situated above a principal aquifer, and therefore the risks a borehole soakaway will pose to this aquifer are likely to deter the Environment Agency from accepting this as an option.

2.3 Discharge to a Surface Water Sewer

The local sewer operator, Anglian Water, has no surface water infrastructure in the vicinity of the site, so the site is unable to be discharged to a public surface water sewer.

The only sewer that could accept surface water flows from the site is a Buckinghamshire Council Highways drain that serves the A421 immediately adjacent to the site. It is predominantly a French drain that has been culverted under the newly constructed roundabout. Where a dead-end junction has been left to provide road access to the site, two manholes have also been left, with no upstream connections into them. The CDS group believes these were initially constructed with the intention of allowing the cemetery site to connect into them, however no formal agreement was ever made with Buckinghamshire Council Highways department.

Following initial discussions with Stephen Essam from the Highways department, the CDS Group have been told they are unlikely to agree to accepting surface water from the cemetery connecting to this sewer due to concerns about the capacity of the French drain. However, the CDS Group dispute this claim, as it is our belief that the majority of the site's greenfield runoff currently sheds into this French drain and therefore, any infrastructure that would limit the peak flow into the system to the QBar rate would actually be beneficial for storms larger than that which generates the QBar Greenfield value (approximately a 1 in 2.5 year return period). Stephen Essam tended to agree that, based on the topography of the site, the surface water runoff from the site currently discharges into the French

drain, and stated that he believes the site, as well as the wider field it is currently a part of, were the cause of some minor flooding to the east of the roundabout.

Another disputed point is whether this French drain conveys water downstream, or whether it is simply an infiltration feature which discharges to the ground. Buckinghamshire Highways question the need for the scheme to discharge off-site if the French drain is an infiltration feature, as the presence of such a feature would suggest the cemetery site could itself utilise an infiltration feature, such as a soakaway. The initial site investigations by CDS would suggest that this is unlikely to be the case based on the soil types found, making a downstream outfall the likelier of the two.

3 Further Action

3.1 Infiltration Tests

Despite the initial site investigation suggesting infiltration will not be a feasible method for the disposal of surface water, infiltration tests to BRE365 standard will still be required for planning. Separate infiltration tests to assess the viability of permeable paving are advised. Borehole soakaway testing may also be required, although even if these results are positive, borehole soakaways still may not be viable due to the proximity to the aquifer. It is recommended the shallow and permeable paving tests are carried out before the further actions, discussed below, take place.

3.2 CCTV Survey

In the event that the infiltration tests show that soakaways aren't viable the condition and nature of the French drain must be proven to be acceptable to take the flows from site.

One of the primary concerns raised at this point by Buckinghamshire Highways was the nature of the discharge from French drain, whether it discharges to ground via infiltration or outfalls into a sewer or surface water feature downstream. To demonstrate which of these is the case, a CCTV survey should be undertaken to trace the French drain downstream, to determine if it has an outfall and, if it does, where it is located. This survey will also provide an assessment of the condition of the pipe, structurally and hydraulically, to also help determine the suitability of the drain to accept flows from the site.

3.3 CDS Report

Once the site investigations have been undertaken, the CDS Group will write a report to summarise the results and how the drainage strategy should be carried forwards. If soakaways are ruled out, then the report can then be submitted to Buckinghamshire Council to facilitate an agreement with them to connect to the highway drain. The report will include Greenfield runoff calculations to illustrate the current and developed discharges from site, to help justify to Buckinghamshire Highways that the new development will not increase the burden on the French drain. The report will also establish a maximum discharge rate from the site, that can possibly be reduced if Buckinghamshire Highways request it to be.

4 Reporting Details

Report Author: Peter Steele MEng

Buckingham Town Council
Environment Committee
Monday 28th February 2022

Contact Officer: Nina Stockill – Estates Admin

LitterLotto

1. Recommendations

- 1.1. It is recommended that Members agree to work with Recycle4Bucks to actively promote the [LitterLotto](#) campaign in and around Buckingham.

2. Background

- 2.1 Recycle4Bucks have asked if the Town Council would be interested in promoting the [LitterLotto](#) across its social media platforms, noticeboards and at public events.
- 2.2 The campaign is a free to enter monthly Prize Draw, with regular spot prizes and monthly jackpots, supported by the brands that want a cleaner environment e.g. McDonalds. To enter, users download the app, take a picture of litter as it is placed in the bin.
- 2.3 There are no limit to how many times someone can enter. Essentially, anytime you throw some litter in the bin, be it as small as a wrapper or as large as a plastic drinks bottle, you can enter, so long as there's a photograph of yourself throwing each item away, including the mouth of the bin, the piece of litter and your hand so that the app can recognise your entry. The litter doesn't have to be yours either – you can enter by picking up any litter you find. To ensure people don't cheat, it has algorithms in place and all winning entries are verified before pay-out.
- 2.3 At present, the number of entries rejected is around 1 in 300. It has handed out almost 1,000 spot prizes from £5 to £250 with tens of thousands of people already signed up.
- 2.3 The app can be share with friends, encouraging positive behaviours and providing environmental tips and users are encouraged to keep Covid safe by using a litter picker, gloves and/or sanitiser.

3. Budget

- 3.1 Recycle4Bucks are willing to provide posters/stickers/magnets for bins to promote the initiative.
- 3.2 No budget would be required and the campaign would be promoted with the Town Council existing social media scheduler and feature at the Annual Town Meeting and Spring Green Fair.
- 3.3 The scheme is a free Prize Draw and there's no cost for members of the public to enter, other than putting litter in the bin.

4. Environmental Impact

- 4.1. Encourage people to help remove litter off our streets and out of our open spaces not only benefits the environment but positively impacts on individuals' sense of community.
- 4.2. If litter gets into waterways, chances are it could harm aquatic ecosystems as well. Picking up litter helps prevent wildlife from chancing upon it.

- a) This campaign addresses action 14 of the Town Council's Climate Emergency Action Plan *"Work with and support litter picking initiatives around town"* and Objective 5 *"Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts."*



Buckingham Town Council
Environment Committee
Monday 28th February 2022

Contact Officer: Nina Stockill – Estates Admin

Bourton Park Green Flag Application

1. Recommendations

- 1.1. It is recommended that Members approve the Bourton Park Management Plan provided.
- 1.2. It is recommended that Members agree for the Bourton Park Management Plan to be submitted in support of the Council's application for a green flag award for Bourton Park.

2. Background

- 2.1. One of the Council's core objectives, as stated in its and Business Plan, is to 'Maintain, improve and expand our green and open spaces'. It has been decided that an effective way of measuring our success would be the achievement of Green Flag Status for our parks. An initial application has been made for Bourton Park to obtain Green Flag Status. This was submitted by the deadline of 14th February 2022. However, the organisers agreed for the park's management plan to be submitted following consideration by the Environment Committee on 28th February 2022.
- 2.2. The draft Management Plan has been designed to fit the various criteria of the Green Flag Award. The Plan is to be a live document and will be reviewed at least annually.

3. What is a Green Flag Award?

- 3.1. The Green Flag Award® scheme recognises and rewards well managed parks and green spaces, The Award is the national standard for parks and green spaces in England and Wales. The award scheme began in 1996 as a means of recognising and rewarding the best green spaces in the country. It was also seen as a way of encouraging others to achieve the same high environmental standards, creating a benchmark of excellence in recreational green areas. The scheme advises that, "Having a Green Flag Award® is an excellent lever for obtaining external funding through improvement grants and is a means of maximising revenue opportunities from within the site. An example of a national funding scheme to which winners can apply is the Heritage Lottery Fund."

4. Criteria

4.1. The criteria for the green flag award are divided into the following sections. (Full details are available online at [Green Flag Award](#)):

SECTION 1: A WELCOMING PLACE

- 1. Welcome**
- 2. Good and Safe Access**
- 3. Signage**
- 4. Equal Access for All**

SECTION 2: HEALTHY, SAFE AND SECURE

- 5. Appropriate Provision of Quality Facilities and Activities**
- 6. Safe Equipment and Facilities**
- 7. Personal Security**
- 8. Control of Dogs/Dog Fouling**

SECTION 3: WELL MAINTAINED AND CLEAN

- 9. Litter and Waste Management**
- 10. Horticultural Maintenance**
- 11. Arboricultural Maintenance**
- 12. Building and Infrastructure Maintenance**
- 13. Equipment Maintenance**

SECTION 4: ENVIRONMENTAL MANAGEMENT

- 14. Managing Environmental Impact**
- 15. Waste Minimisation**
- 16. Chemical Use**
- 17. Peat Use**
- 18. Climate Change Adaption Strategies**

SECTION 5: BIODIVERSITY, LANDSCAPE AND HERITAGE

- 19. Management of Natural Features, Wild Fauna and Flora**
- 20. Conservation of Landscape Features**
- 21. Conservation of Buildings and Structures**

SECTION 6: COMMUNITY INVOLVEMENT

- 22. Community Involvement in Management and Development**

23. Appropriate Provision for Community

SECTION 7: MARKETING AND COMMUNICATION

24. Marketing and Promotion

25. Appropriate Information Channels

26. Appropriate Educational and Interpretational Information

SECTION 8: MANAGEMENT

27. Implementation of Management Plan

4.2. Judges from Green Flag note that all green spaces are different and diversity is welcomed. Each site is judged on its own merits and suitability to the community it serves.

4.3. Following an assessment of management plans and documents [Green Flag judges](#) visit the park for a tour and inspection. Awards are given on an annual basis and winners must apply each year to renew their Green Flag status.



**Buckingham Town Council
Climate Emergency Action Plan Updated
February 2022**

At Full Council on the 15th July 2019 Members AGREED:

“That Buckingham Town Council declares a climate emergency and commits to encourage Buckingham to become carbon neutral. This will help to raise the profile of this vital issue and secure external support and funding. It is also proposed that Buckingham Town Council also signs up to the Covenant of Mayors to track our progress and link with towns around the world who are cutting emissions. Our aim is to make the Town Council carbon neutral by 2030 and encouraging the town’s population, organisation and businesses to work with us in that aim.”

Local Councils that have declared a climate emergency tend to do so to provide leadership and help educate their communities about both the threat of and solutions to the climate crisis. This should then act to harness “people power” to make that change possible at all levels, especially driving higher levels of government to act and ultimately force them to pull the economic and legislative levers needed to reverse global warming and restore a safe climate.

This action plan sets locally determined actions with measures to deliver the objectives both within the Council and across the town. The actions are measurable with targets that hold the Council to account. This Climate Emergency Action Plan is an over-arching pledge that identifies the following priority areas of change:

Objectives

- a) Energy - to reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat.
- b) Transport – to promote walking, cycling and public transport. Accelerating the move to Council owned electric vehicles.
- c) Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water.
- d) Economy, Housing & Waste – to support the local economy to ensure existing and new homes are climate resilient whilst reducing, re using and recycling materials and ongoing resources e.g. water
- e) Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts.



Buckingham Town Council's Climate Emergency Action Plan

Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts.				
	Action	Measure	Responsibility	Update
1.	Creation of a Climate Emergency webpage to enable discussion, idea sharing and extend public awareness of the issues.	Number of visitors per year	Resources Committee	Page created on the Town Council's website and has generated 124 page visits during the last year and, 114 unique page visits. Monthly social media content planning sessions allow for a regular programme of environmental campaigns and initiatives.
2.	Information can be made available in Buckingham library and on notice boards to maximise public awareness and access to information	Number of contacts made	Resources Committee	It is hoped we can arrange something with the Buckingham library, once business return to normal – Autumn 2021.
3.	Encourage practical action by local people through proactive communication campaigns.	Number of visitors per year to webpage	TC&E and Environment Committee	The Climate Emergency Webpage is the 2 nd most popular page on our website. Environmental social media campaigns are planned during the



				office's regular content planning meetings. The office has engaged with local schools to discuss our Action Plan and how they can get involved in community climate action.
4.	Consultation on the Buckingham Neighbourhood Plan refresh will enable detailed consultation on the proposed changes.		Planning Committee	Consultation to be rolled out in Summer 2022.
5.	Encourage the formation of Local Climate Action Groups.	One formed	Climate Champions	To be created following first public meeting on March 24 th 2022.
6.	Host a public meeting on the issue.	One per year	Climate Champions	To be incorporated in to the Annual Town Meeting on the 24th March 2022.
Energy - reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat				
	Action	Measure	Responsibility	Updates
7.	Implement an Energy Audit of all Council buildings, operations and vehicles	Actions implemented	Resources Committee	Eco Audit is currently taking place across a number of stages. It is hoped that a final report will be ready for Spring 2022.

Appendix E



8.	Change BTC energy provider to renewable/ green tariffs	Moved to green tariffs by 2020/21	Environment Committee	Solar Panels installed October 2021 at Lace Hill.
9.	Offset carbon emissions by planting more trees (whenever possible)	One tree planting project per year	Environment Committee	Tree planting sessions took place on the 12 th March and 7 th November 2020. This year's event took place on the 16 th Jan 2022 to coincide with arrangements for the Queen's Platinum Jubilee/Commonwealth Canopy Project. There were 250 trees planted, including 12 x Black Poplars. An additional tree planting was undertaken by the Greenspaces Team at Lace Hill sport pitches on 17/02/2022 including 7 x Silver birch, 3 x Gingko and expansion of the hedge line with 125 hornbeam whips.
10.	Investigate options for carbon offsetting Town Council event e.g. Bonfire & Fireworks	Publication of carbon offsetting certification for each relevant event	Town Centre & Event Committee	To be in place by March 2022
11.	Minimise the climate impact from development and encourage a low carbon economy through our Neighbourhood Development Plan by:	% of new builds in the parish to be low carbon properties	Planning Committee	To be considered through consultation on the Buckingham Neighbourhood Plan



	<ul style="list-style-type: none"> • Encourage a sustainable pattern of development supported by a low carbon transport infrastructure • Promote sustainable design in and in the overall town by interrogating every planning application (large or small) with our developing set of 'zero carbon planning questions' • Protecting against the needless destruction and/or removal of tree from our parish 	% of new builds in the parish to be low carbon properties	Planning Committee	refresh. Consultation to be rolled out in Summer 2022. Draft design guide prepared which takes account of this.
12.	Install renewable energy generation on Council owned buildings	Installation of Photovoltaic Panels on all the Lace Hill Centre, The Community Centre and the new cemetery building (once constructed).	Full Council and Resources Committee	Greenway Solar Panels commissioned and installed 55 Trina Solar Vertex S 380W all black split cell mono photovoltaic (solar) panels at the Lace Hill Sports and Community Centre. Plans in place to install Solar Panels on the Tingewick Road Cemetery building.
Economy, Housing & Waste – to support the local economy to ensure existing and new homes are climate resilient whilst reducing, re using and recycling materials and ongoing resources e.g. water				
	Action	Measure	Responsibility	Update
13.	Provide recycling facilities at all Town Council Events and within Town Council owned buildings.	One mixed recycling bin per event	TC&E /Environment	Recycling bins are now being provided at all Town Council events. In



				particular, noting the success of recycling Biffa bins at Music in the Market & Bandjam. Recycling in all BTC offices (including Lace Hill Centre's public areas) now implemented.
14.	Work with and support litter picking initiatives around town including the increased promotion of annual River rinse events.	One Town Council event per year in addition to the two annual river rinses.	TC&E Committee	Quick Litter Pick project launched in Bourton Park in June 2020 and second bin to be placed in Chandos Park. Litterlotto to be considered by Environment Committee Feb 2022
14	Investigate possibilities of rainwater harvesting for all new town council buildings and use the water for planters and hanging baskets	One per new build (owned by BTC)	Resources Committee	To be considered within the construction design stage of the new cemetery buildings. Resources 5/7/21 all Town Council owned buildings are considered for retrofitting rainwater harvesting for watering the town's planters and hanging baskets.
15.	Promote the installation of the water bottle refill station in Chandos Park and the national refill initiative	Number of interactions	Environment Committee and	COMPLETE



		through Social Media	Resources Committee	Water bottle refill station installed and positively received.
16.	Actions implemented to eliminate the use of single-use plastics within Council offices/buildings.	No purchases of single use plastics	Resources Committee	The Council no longer purchases single use plastic items for events and for use within its offices. The plastic-free message was promoted as part of the 'Rubbish Campaign' and launch of the water bottle refill station in Chandos Park.
17.	Implement waste education and promotional campaigns	Number of interactions through social media and with groups including schools	Resources Committee	October's Local Democracy Week was focus on Climate Change and the office have been asked back to the Buckingham School to further discuss how they can get involve in Climate Community Action. The Office Apprentice is running a Recycling Mosaics competition with the two senior schools to create artworks for display at the Annual Town Meeting.
18.	Request a carbon footprint of any Town Council investment and seek to reduce this by switching to investments supporting renewable energy projects and eco-enhancements.	Measure and publish low carbon emission certification	Resources Committee	To be considered within the forthcoming Eco Audit commissioned by Resources.



19.	Buy local, fair-trade, recycled, plastic free, repairable and sustainable products wherever possible/available.	Consideration of a procurement strategy	Resources Committee	Wherever possible sustainable materials will always be sourced. The most recent example being the 7 new recycled plastic litter bins for the Brackley Road cemetery. July 2021: Full Council adopted a Sustainable Purchasing and Procurement Policy
20.	Ask grant applicants to consider the impact on the environment of their project and any steps they can take to mitigate them. Members to consider these responses when allocating grant funds.		Resources Committee	From 2021/21 each applicant must state how their organisation is working to reduce the environmental impact of their project.
Transport – to promote walking, cycling and public transport. Accelerating the move to Council owned electric vehicles.				
	Action	Measure	Responsibility	Updates
21.	Explore more bike parking facilities around the town, including local schools and businesses.	5 more racks by 2021	Planning Committee	Approved applications for: RLS 13 + 6 at the Sports Hall and McDonalds 4 double-sided bike racks. All new development housing has either a shed



				big enough to house a bike, or (for flats) a room for cycle parking, generally at the rate of 1 per flat: St Rumbolds Fields 398 houses & flats Hamilton site 33 flats + 17 houses.
22.	Consider holding an event that promotes cycling around the town	To be considered on a future agenda of TC&E	Town Centre & Events Committee	An electric bike company is to invited to the Spring Green fair in April 2022.
23.	Replace BTC owned vehicles and green spaces equipment with suitable electric models when existing petrol, and diesel vehicles come to the end of their usable life, resulting in full replacement with electric vehicles by 2030.	Replace each vehicle at the appropriate point in its lifecycle.	Environment Committee	Electric vans (total - two Renault Kangoo) leased in Winter 2019 and Summer 2020. Aim for full replacement of all vehicles with electric alternatives by 2030. Once the new cemetery is up and running there are plan to purchase other electric powered machinery, such as ride-on mowers.
24.	Refurbish and promote the town’s benches to assist walkers to take short rests. Advertise Buckingham as a ‘pedestrian friendly town’ on the Council’s ‘Walks and Maps’ section of the website.	Replace each bench at the appropriate point in its lifecycle.	Environment Committee	Walking trails regularly promoted via Buxplore along with healthy outdoor activities. Greenspaces team have refurbished or repaired a number of park benches throughout the town and funding has been



				approved for another 8 benches/picnic tables via the Buckingham & Villages Community Board.
25.	Work with Buckinghamshire Council to extend/ improve cycle/ walking network		Full Council	<p>The Greenspaces Team have maintained walking and cycling routes across BTC land holdings and under agreement with others. The Town Council have provided feedback to Buckinghamshire Council to support the introduction of a cycle scheme between Gawcott and Buckingham via the Emergency Active Travel fund.</p> <p>The Greenspaces Team are preparing a bid to the community board for the installation of 3 bike rack in Bourton Park.</p>
26.	Work with Buckinghamshire Council on increasing EV charge points on public land		Full Council	<p>Initial contact has been made with electric vehicle Induction charging company (Char.gy) to identify potential solutions. Chandos Road -street parking is being</p>



				considered for a piolet project. Buckinghamshire Council have agreed to install 8 charging points in Cornwall's Meadow and Western Avenue.
Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water.				
	Action	Measure	Responsibility	Updates
27.	Finalise Flood Plans with local partners	Number of contacts established	Environment & Resources Committee	Additional properties have been added to the list of vulnerable addresses. A number of volunteers have come forward and investigation is underway to determine the appropriate policies, procedures, insurance and training for volunteer flood wardens.
28.	Advise residents on steps to increase resilience	Increased number of residents signed up to the Flood Warden Scheme	Environment & Resources Committee	Initial meetings have been held between Buckinghamshire Council and the Town Council to discuss how to ensure a coordinated response to future flood plans. Flooding advice
29.	Promote the community flood warden scheme	Increased number of residents signed up to the Flood Warden Scheme	Environment & Resources Committee	



				has been added to the town council website. All properties at risk will be written to each year with details of the Council's plan and sources of support.
30.	Protect and enhance native species and habitats. Promoting and supporting opportunities for environmental enhancement and regeneration	One environmental campaign per year	Environment Committee	Installation of wildflower boards in Bourton Park to promote the planting of native wildflower species (April 2021). Thousands of native Woodland bulbs were planted around Bourton Park in September 2020. For 2022 the popular wild flower, meadow in Bourton Park will be reseeded with native flowering wildflowers. Within the Autumn 2022, additional bulb planting will be planned for sections of Lace Hill, the Holocaust Memorial and Otters Brook Play Area.
31.	Support local food production including the provision of more allotments for people to grow their own food.	Number of allotment holders at the new Tingewick Road Allotment site	Full Council	The Town Council continues to signpost new applicants to the Allotment society and Edible Woodland and is working with Buckinghamshire



Council on potential sites for community gardening sites in 2022.

				Council on potential sites for community gardening sites in 2022.
32.	Seek adequate garden space or community spaces for growing food in all future development.	One community space per new development	Full Council and Planning Committee	To be reviewed within the refresh of the NDP
33.	Purchase (where possible) locally produced and fair-trade food for the Council's use and civic events.	All BTC events	Town Centre & Events Committee	Incorporated within planning for all Town Council events. Referencing the town Council's Sustainable Procurement Strategy
34.	Review of grass verges and hedges to identify areas to be trimmed less and later in the year to support more wildflowers and insects	To be considered within Greenspaces Strategy and Management Plan for Parks	Environment Committee	The grass cutting plan is reviewed annually by Environment Committee in March. The paddocks and sections of the bypass are cut later in the year to support and promote biodiversity.
35.	Each year allocate a section of land to be planted with wildflowers.	One per year	Environment Committee	A new section of wildflowers was planted in 2020 in Bourton Park, on the car park side of the river. Plans are in place to 're-wild' sections of verge along the bypass with wildflowers and grasses during 2022.
36.	Plan a new eco-friendlier cemetery to include planting more trees and wildflowers.	Measure and publish plans and low carbon	Environment Committee	Proceeding with the tender process for the first phase of the planning and design of the new



		emission certification		cemetery. To enable this a sustainable design approach is to be taken in all aspects of the new cemetery. In particular; to reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat as well as recycling materials and ongoing resources e.g. water.
37.	Work with the Tree Wardens, in promotion of the Tree Charter.	5 new Tree Wardens signed up per year.	Environment Committee	Tree Wardens are regularly contact by the Planning Clerk for input into Tree Applications and several Wardens took part in January's tree planting event in Heartlands Park.
38.	Look to legally protect the future of the riverside parks in Buckingham, including Chandos Park, Bourton Park and Heartlands as parkland.	Future agenda of Environment Committee 2019/20	Planning Committee and Environment Committee	To be reviewed following resolution of devolution discussions.

Buckingham Town Council
Environment Committee
Monday 28th February 2022

Contact Officer: Nina Stockill – Estates Admin

Buckingham Railway Walk Volunteers

1. Recommendations

1.1. It is recommended that Members discuss and agree how best to support the Buckingham Railway Walk Conservation Group.

2. Background

- 2.1 Buckingham Railway Walk volunteers are a wildlife conservation group in Buckingham, maintaining a wildlife corridor along the western end of Buckingham.
- 2.2 The group was started in 2006 under the leadership of Buckinghamshire Community Trust Volunteers (BCTV) representatives, with additional input from Aylesbury Vale District Council's ecologists. The group was led from that time by Mr and Mrs Manning who have recently decided to retire from chairing and coordinating the group's activities.
- 2.3 Mr and Mrs Manning have said *"We have been privileged to work alongside volunteers who have always been enthusiastic and hardworking, keen to share their various skills and knowledge. We have all enjoyed our work mornings and are very proud of the achievements and improvements for wildlife and the local community. Some have expressed a wish to continue to volunteer in the future. Michael Hunt must have a special mention for his passion for all things to preserve and support wildlife, not just along the Railway Walk, but in also Buckingham and surrounding areas."*
- 2.4 None of the existing member of the group are interested in coordinating future activities. However there are a number who do wish to continue their voluntary activity to maintain the Walk.
- 2.5 Coordinating the group comes with some responsibilities, such as risk assessments for health and safety during the activities, replacement of PPE, care of the tools and ensuring they are all collected and returned to the store at the end of a session. All the activities are agreed in advance as a group, with an annual site walk to spot areas for improvement. These are sent for approval to Buckingham Town Council and Buckinghamshire Council.

3. Budget

3.1 The Town Council supports the Railway Walk Conservation Group with a budget of £404 for the annual insurance policy and maintenance of the group's equipment.

4. Environmental Impact

4.1 The work of the Railway Walk Conservation Group addresses objective (c) of the Town Council's Climate Emergency Action Plan "Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water."

Notes of a meeting of the Buckingham Community Wildlife Project Steering Group held in Buckingham Town Council Chamber on 6 December 2021 at 6pm.

Present – Margaret Gateley, Sue Hetherington, Ruth Newell (Chair and Minutes), Nina Stockill (Committee Clerk, Town Council)

Apologies – Athina Beckett, Ruth Coxon, Emma Foster, Michael Hunt, Jenny Manning, Ian Orton, Lee Phillips.

1. Apologies and welcome

Apologies were received from those noted above and Nina Stockill had kindly attended in place of Lee Phillips.

2. Notes of meeting held on 26 July 2021 were noted.

3. Matters Arising

None.

4. Buckingham Railway Walk Conservation Group – Jenny Manning/ Michael Hunt – written report

Nothing to report the group had not met since Covid lockdown and the locks had been changed to the tools store so the group cannot access the tools at the moment. Jenny and Malcolm were standing down from coordinating the group.

Michael Hunt will continue with the Nest Box recording project and can report that I have carried out the annual clean out of the boxes and phase one of the repairs schedule with phase two to be completed in early spring.

With winter now on us the Railway Walk has the winter visiting birds present now Redwings are frequently seen as well as a few Fieldfares.

The Grey Wagtails and a Kingfisher can be seen at or near the pond. Parties of Tits with Goldcrest and Treecreeper are regulars with a Nuthatch too.

Need to thank Jenny for all their support over the years.

5. Bourton Park, Chandos Park and Railway Walk – Lee Phillips

Railway walk main footpath dip was still a problem as it sits in the wet, it would be a 2022 project.

The wildflower meadow, next to MUGA, was being resown, ready for 2022. Environment committee had reviewed the quick litter scheme, Bourton Park gone well so were planning a second one in Chandos Park. Nina advised change to law meant signal crayfish have to be destroyed on site.

6. Buckingham Canal Society - Athina Beckett written report

At our Bourton Meadow site volunteers were hard at work as Buckingham Town Council

had an otter trial (not real ones) from the town centre through Bourton Park with a series of 10 otters in place making a walks trail. One was at the canal at Bourton Meadow from 23rd July until 31st August which meant extra visitors so the volunteers worked hard getting this site into shape and removing several tons of reeds which were blocking the canal bed.

With volunteers spending most of the summer months at Bourton Meadow, Hyde Lane had become rather overgrown with plenty of stinging nettles covering seating areas and towpath so plenty of strimming needed. Volunteers were back there from Sunday 12th September clearing stinging nettles from the seating areas and strimming the towpath and canal bank. There was extra help on Thursday 14th October with a group from RS-Components based in Corby, Northampton. This was a new venture for them as their company had just given each staff member two volunteering days a year and the Canal Society was first company they had tried, so quite a responsibility but they enjoyed themselves.

Because of the recent storm we are having to deal with several trees which were blown down, some of them blocking the tow path. The fallen trees were reported to Buckingham Rights of Way but when we were working last Thursday none of the large trees which were blocking the tow path had been removed and a bridge next to our site where the guard rail had broken had not been fixed. Our volunteers have cleared what we could from the tow path and will continue clearing those tree branches that had fallen in the canal bed. Buckinghamshire Council had closed its footpath due to the trees.

7. **Buckingham Society – Ian Orton**

Ian Orton advised no update from Buck Society. He was concerned about the continual loss of trees.

8. **Wildlife update from Buckinghamshire Council**

Emma Foster and Paul Holton were fully occupied dealing with Planning applications at the moment and had no updates.

9. **Wardens – Tree, River**

Tree Wardens - Nina Stockill advised planting in heartlands, 16 January 2021. Planting more Black Poplars, and applying to the community board for funding. The Black Poplars and 200 whips, were being planted with agreement of Neil Passmore, Buckinghamshire Council. Plus, the planting of the commemorative trees being looked after by tree wardens on the mound behind. The University was doing tree planting too on 15 January. More trees were being planted at Lace Hill and at the school.

River Wardens - Ruth Coxon

Riverfly Monitoring:

Monthly river invertebrate sampling has been carried out by river wardens. Since wardens were trained (July, 3 sessions separate from the training (July) have since occurred (Aug, Oct & Nov – *sept was cancelled due to adverse weather*).

Riverfly score has varied between 8-10 with 7 target species recorded, the following target species and scores recorded:

- Cased Caddis

- Caseless Caddis
- Mayfly
- Blue winged olive (BWO)
- Olives
- Stoneflies
- Freshwater Shrimp (*Gammarus*)

The riverfly score dropped slightly in October & November (to 8), due to BWO not being present in their adult form at this time of year, but on the plus side some stoneflies were discovered which had not previously been recorded on prior sampling sessions or during the two training sessions. Both these species are highly sensitive to pollution and so this is certainly very positive news for the river that these have been recorded!

Other non-target species record: Stone loach, damselfly nymphs, signal crayfish, leech, caenis, water snails, mussels,

Number of river wardens attended each time: 5

Mammal rafts:

Almost weekly checks of the 3 rafts have been conducted. Massive thank you to Tony Gilbert for regularly checking these and a couple of other wardens occasionally.

An update of what has been seen on the rafts can be viewed at the following link:

- [Buckingham Mink Raft Monitoring.xlsx \(sharepoint.com\)](#) (including some photos of footprints in the clay)
- Highlights:
 - No mink footprints recorded
 - Ample otter spraint (on top of 2 rafts) – *at Wharfside place & Bourton mill*
 - Likely water vole prints at University raft (5th Nov) - *subject to more evidence*
 - Other prints recorded in past 3 months: small rodents, rat, shrew, hedgehog, squirrel

River walkovers:

River wardens starting to do next seasons walkovers and submitting online

Online meeting with UBOCP (12/11/2021): online meeting with wider partners and other river warden coordinators to discuss collaboration. Discussion of coordinating more Himalayan balsam bashing and more joined up events and trained in future.

River warden bid: currently working on editing the draft bid that the Town Council is planning to submit for funding the continued coordination and training of river wardens over next 3 years. Aim to submit by Christmas.

10. Upper Ouse Natural Flood Management Project

No report received.

11. AOB

Nina advised the group that the Annual Town meeting would focus on the climate emergency and had been arranged for 24 March 2022 at 7pm in the Community Centre, with local experts for themes and information stalls from environment sector. There would be Qs and As on climate change as well as the Annual Town meeting. Invites would be sent out to all, and the outcome of the annual town meeting would be community led

action groups based around the town and resilience against climate change.

Also, the Spring Fair was planned for 24 April 2021 as a stall-holders event and information sharing. Schools were interested in attending and project office apprentice doing art work with recycled materials.

Sue Hetherington was keen to set up a Swift group and get something started in Buckingham and surrounding area, and had raised it at the community board environment action group and had invited Oxford Swift City to do a presentation on list of things that could be done. Swifts were on the red list, and we need to build up a map of where they are; they only breed in buildings. Paul Holton and Michael Hunt were both supportive of the project involving swift bricks, and an annual event to welcome back the swifts.

12. Dates of next meetings

- 28 February 2022, 20 June 2022, 19 September 2022 – it was noted that we get better attendance at remote meetings, and we would consider every other meeting being remote, or a mix of both (hybrid) meeting with those able to attend in person and those not living locally able to attend virtually, which would be better for the environment. Nina added that to set up the hybrid meetings they would need to start at 5.30pm.

Ruth Newell
26 December 2021